

H-3106-1 - TRANSFERS BY ASSIGNMENT, SUBLEASE, OR OTHERWISE

Format for Letter Requesting Party Changing Name to

Supply List of Lease Serial Numbers



IN REPLY REFER TO

United States Department of the Interior  
BUREAU OF LAND MANAGEMENT

3106 (Office Code)  
Serial No.

Party Changing Name  
Address

Dear (Name):

This acknowledges your recent correspondence concerning your change of name. Our Bureau of Land Management records indicate no lease interests held in the former name of (Name). As required by the Federal oil and gas leasing regulations at 43 CFR 3106.8-2, we request that you furnish this office with a list of lease serial numbers for all Federal oil and gas leases held that are affected by the name change.

If any lease bonds have been furnished under your previous name, you need to arrange for the surety to provide a rider consenting to this name change. You may, instead, want to furnish a new bond to replace the bond in the former name.

As soon as this office receives the list of serial numbers affected, we will change our Bureau of Land Management records, and also will inform the Minerals Management Service, Royalty Management Program, the office that is responsible for billing and collection of lease payments.

Sincerely,

Authorized Officer

Distribution: